

CLINTON CHRISTIAN SCHOOL

BOARD MEETING MINUTES

18 February 2018 / 7:00 PM / CCS

ATTENDEES – Mrs. Kathy Heyerly, Mr. Tavisith Mounsithiraj, Mrs. Gail Schrock, Mrs. Cheryl Caffee, Mrs. Michele Vigil, Mr. Pat Mohan, Mr. Ryan Schrock (absent, Mr. David Ramer)

AGENDA

1. Call to Order (Board chair will give a brief intro to public meetings)

1.1. Prayer @ 7 p.m.

Mrs. Caffee opened with a welcome to our first open board meeting and prayer. She stressed that the Board of Directors section of the website has been updated. It reflects the 2018-2019 Board of Directors, Board Constitution, Policy, Minutes, Member Application, and Guidelines for Open Board Meetings. We need to make the patrons aware of this. (we had 2 patrons attend)

1.2. **CCS SPOTLIGHT** -

1.2.1. Teacher sharing - Cory Fornier

Mr. Fornier is having a lot of fun in this position. There are challenges with classroom teaching but he loves the dynamics and is enjoying the mix of private lessons added in. He appreciates the team effort for help and support. His prayer request is for classroom management - finding the fine line between noisy and fun, and to be able to inspire the 7th and 8th graders.

2. Action Items

2.1. Consent Agenda

2.1.1. Minutes - November minutes were approved via email

2.1.2. Financial Report

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2.1.3. Co-Head Shared Report

Minutes were approved by a motion from Mr. T and a second from Mrs. Heyerly

2.2. Human Resources: Staff Contract Approval

Lengthy discussion on how the word “board” is used. Mrs. Vigil will make all necessary changes. It should also be printed on logo paper. Staff Contract, with the changes discussed, was approved by a motion from Mr. Scrock and a second from Mr. Mohan.

3. In progress Business

3.1. 5 Year School-Wide Goals - see Pillar #1 -

3.1.1. Discussion snapshot in co-head report

3.1.2. References: [CCS Goal Setting Pillars](#), [reference to Board Goals 2013-2014](#), [Reference Master Wheel Pillar #1 Operations](#) (see pages 4-5)

3.2. Kitchen/Hot Lunch Survey - Head Admin meeting in February - tabled until March

NOTE: Tabled until March

4. New Business - none noted

None

5. Expression from School Patrons

None

6. Board Member Expression

Mrs. Heyerly- Affirmed Mrs. Caffee’s effort in making this board meeting public. It’s a great step in moving forward.

Mr. T- Affirmation to Mrs. Schrock and Mrs. Vigil for the culture of energy and joy you feel just walking in the school.

Mr. Mohan- Was hoping more people would be here for the first public meeting. Would it be possible to have give aways to get more people to

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come? (We realized we need to make sure patrons know all of the board meetings are public.)

Mrs. Vigil- Suggested the Board should write for The Post

Mr. Schrock- Affirmed administration for the the information in the co-head report for Pillar #1. It was very informative.

7. Final Announcements -
8. Executive Session - CLOSED
 - 8.1. Evaluation Process/Tool Development

NOTES -

1. Next meeting - March 18, 7 p.m.
2. Reminder to attend faculty meetings - see the assigned date in February Folder
3. Committees
 - a. Finance Team: Pat, Cheryl, and Michele
 - b. Board Orientation/Recruitment/Retreat: T, Dave & Cheryl
 - c. Public Visibility (Patron and Faculty, website information, teacher appreciation meal): Kathy and Ryan
4. Reference - [Board Policy Manual](#)
 - a. [CCS Constitution](#)

Pillar #1 OPERATIONS - This Pillar is made up of six areas.

1. Financial Aid Stewardship:

This pillar feels strong and well established.

SGO- formal policy

Tuition Assistance- not a formal policy (eventual goal to make formal policy)

2. Budget and Tuition Stewardship:

This has complete tracking all by dates

3. Long Range Financial Planning:

Several years since discussed-

-things that need remodeled between the phases, where are we at in this project?

-increased extra curricular activities/sports and clubs

What is driving the Capital Project? We want our Mission to drive it.

Dig deeper-

Different class sizes makes it harder. What percentage are we at for moving on?

How effective is our teacher-class size ratio?

4. Daily Operations:

Does the staff feel content with what they have for carrying out our mission? (equipment, tools etc)

Accounting policies need some help and will take some time (checks and balances)

Quickbooks is not the best option for a school

Mr. Mohan is working with Mrs. Woodring on the accounting needs

5. Facility:

This area has open-ended things that are already started/need work ...

- vehicle maintenance

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- remodeling kitchen

- new playground

We could combine these jobs including preventative maintenance for a
Director of Maintenance/Facilities Director

Information needed:

- cost for kitchen, windows, driveways, playground etc.

- how much are we currently spending

- mini bus; can we swap it out with a van anyone can drive?

What are the annual miles/usage for our vehicles?

6. Accreditation:

Renewal in 2021- we are in compliance

ACSI Accreditation- began the process

- is an 18-24 month process

- cost?? Nothing that we know of yet

- What is the reason for it? Will it help with enrollment?

- Is this worth our time since we have our Indiana Credit through
the Dept. of Education?

To focus on only two areas of Pillar #1, it was decided to focus on Long
Range Financial Planning and Facilities and to bring back more
information for the March meeting.

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